

Legislative Services & Communications

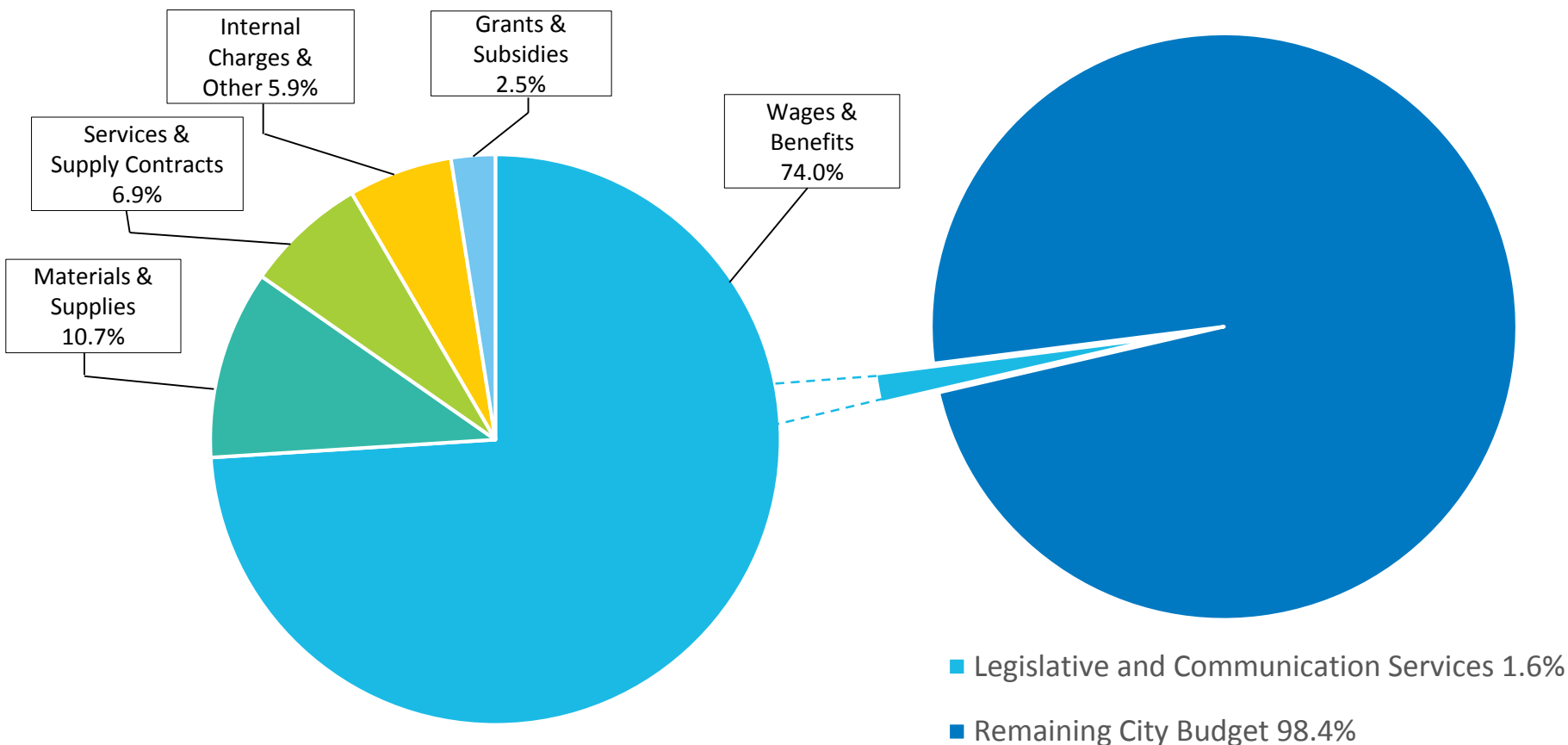
2019 Business Plan



Overview

- Two unique business units in one
- Legislative, policy and administrative expertise
- Compliance with legislation
- Keep public informed
- Strategic communications advice

Department's Share of City Budget

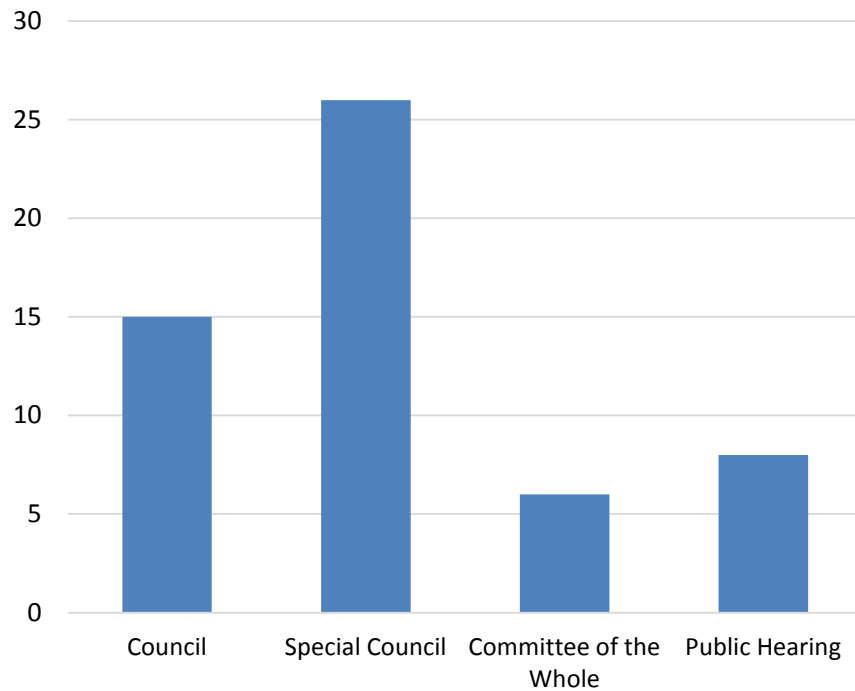


2018 Achievements

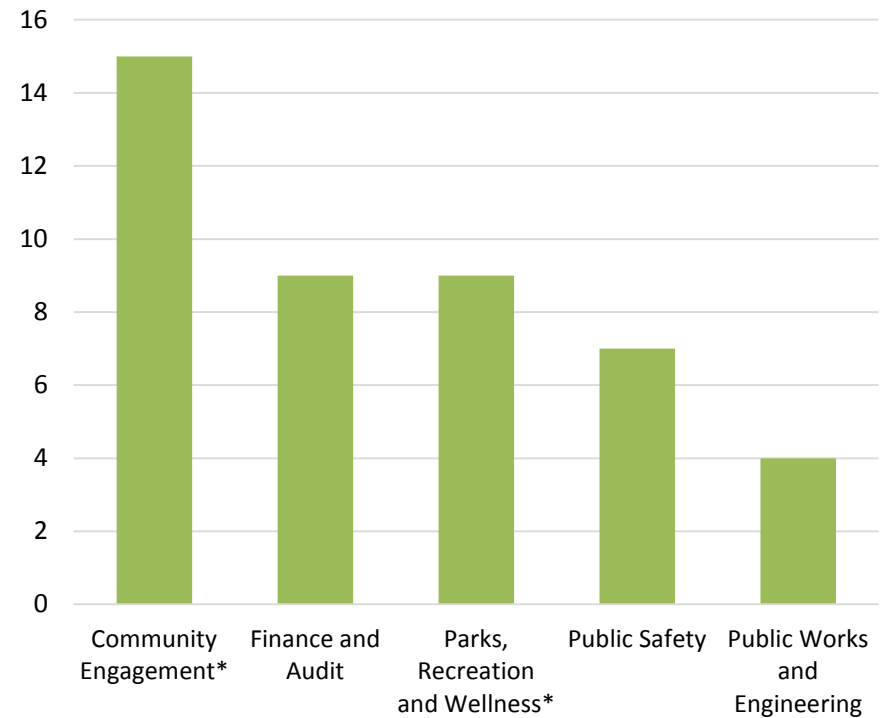
- Municipal election
- Council Procedures Bylaw
- Records Management System
- e-SCRIBE roll out – reduce paper usage, manual processes
- Increased use of City-produced videos as communication platform
- Increased social media presence

2018 Achievements

2018 Council Meetings



2018 Committee Meetings

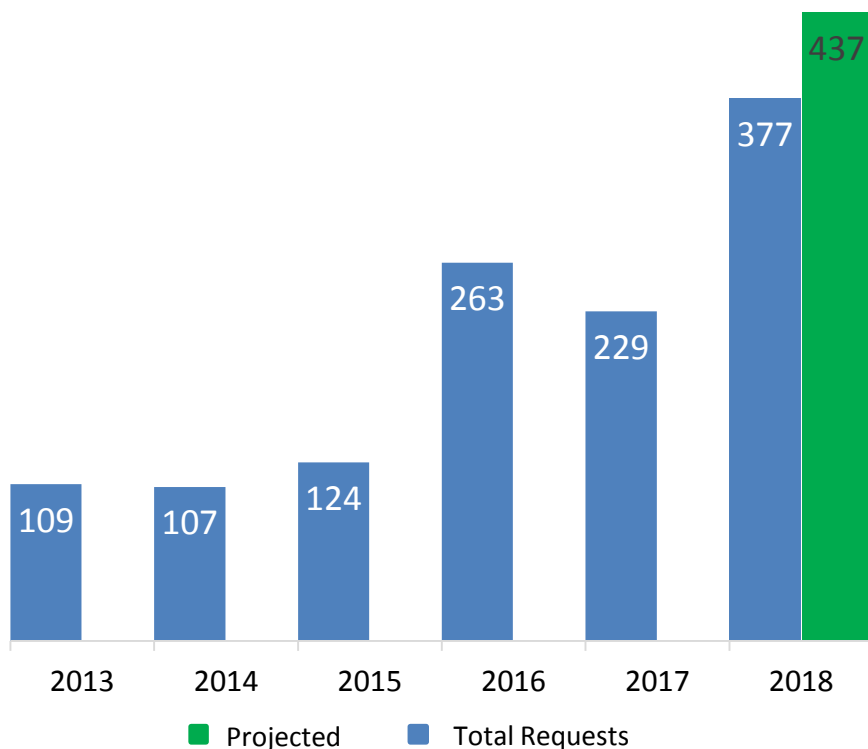


*Includes meetings that convened but did not have quorum

2018 Achievements

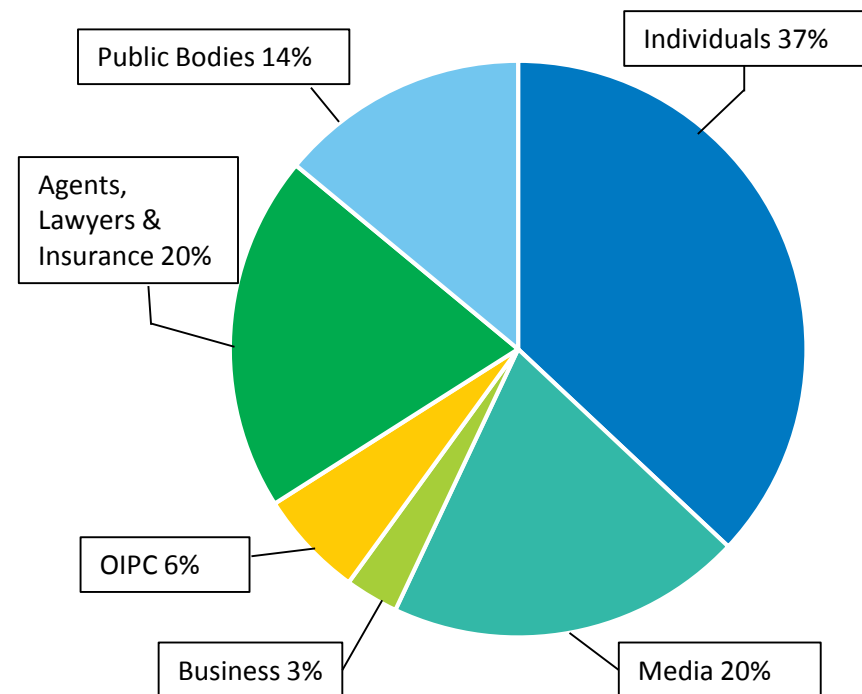
FOI Requests by Year

2018 total as of November 7, 2018



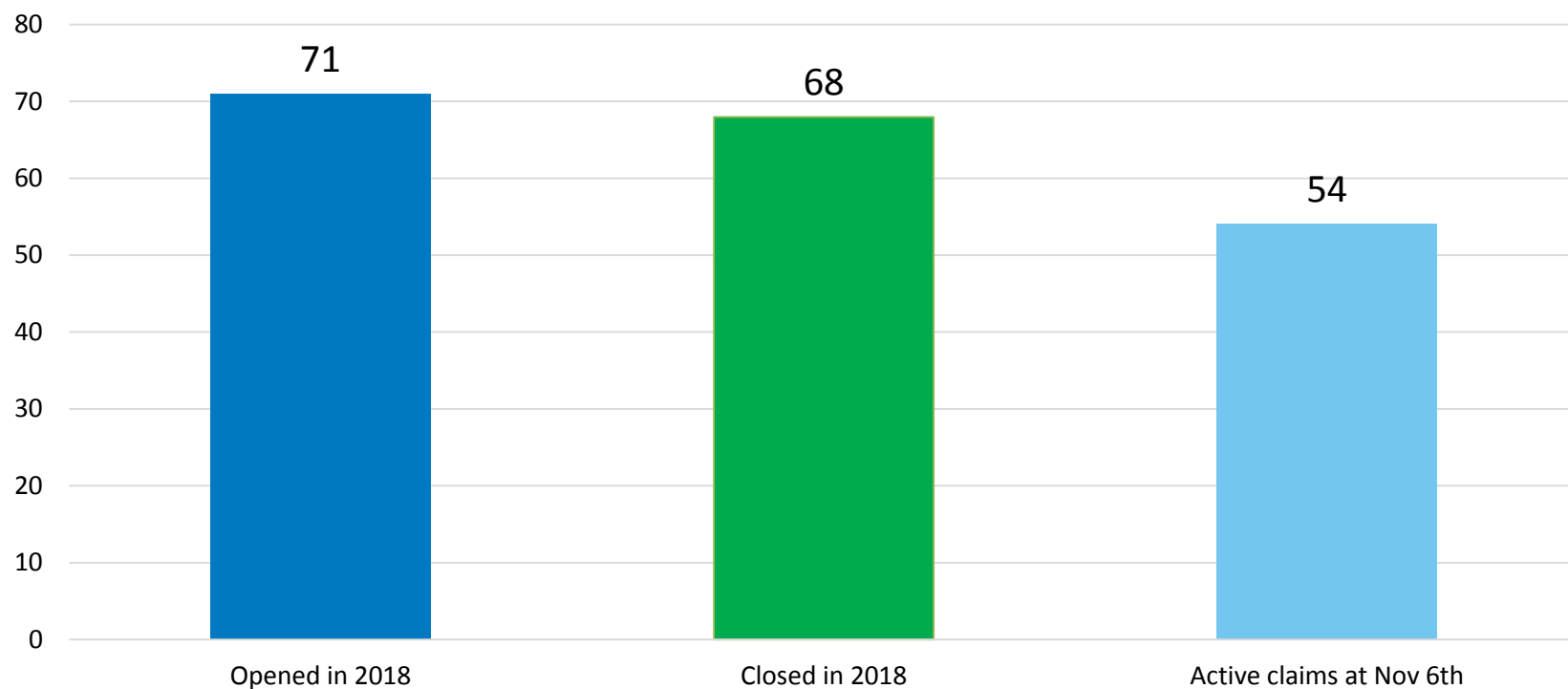
2018 Total FOI Requests

As of November 7, 2018



2018 Achievements

Insurance Claims



2019 Key Challenges

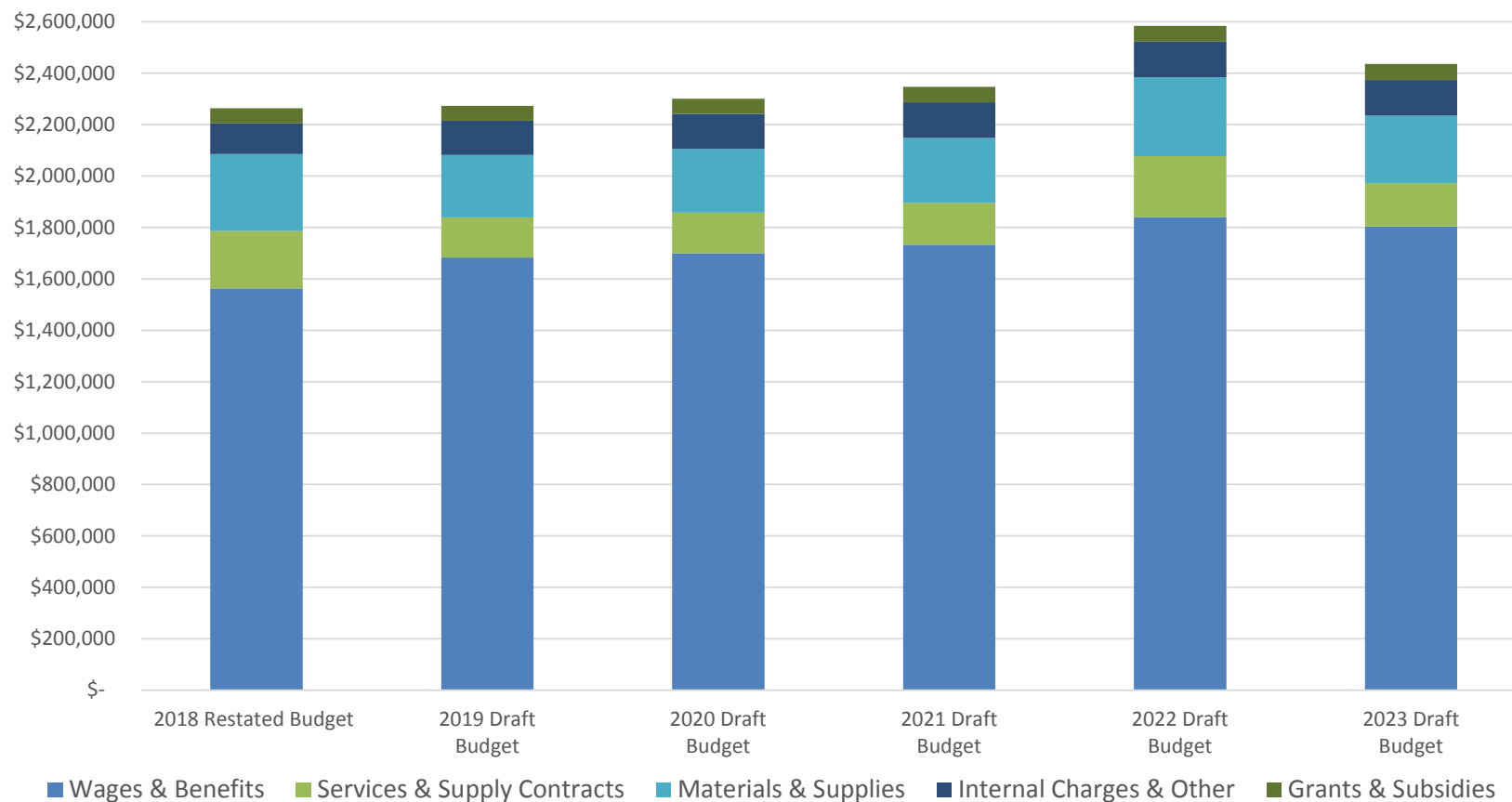
- New Council orientation
- Privacy program roll out – resource strain
- New Council communications expectations?



2019 Key Initiatives

- Assist with Strategic Plan 2020
- Next phase of Records Management program
- Improve annual communications plan
- Increase internal communications activity, support

Draft Operating Budget



Proposed Changes to Budget

- New FTE: reinstatement of Communications Manager
 - Improve consistency in messaging from the City
 - Increase opportunities for pro-active communications
 - Improve response times for communications support and advice
 - Further develop positive relations with media, public